

**North Texas Healthcare Coalition (NTHCC) General Membership Meeting  
Meeting Agenda**

**Time: 1430 - 1600**

**Date: February 1, 2018**

United Regional Healthcare System – Hardeman Room  
1600 11<sup>th</sup> Street Wichita Falls, TX 76301

**Type of Meeting:** North Texas Healthcare Coalition General Membership Meeting

**Meeting Facilitator:** Jeff Miller, Chair

**Guest Speaker:** None

**I. Welcome/Call to order**

**II. Old Business**

- a) Redundant Communications Drill

**III. New Business**

- a) Review and Approve December Meeting Minutes
- b) Chair Report
- c) Coalition Surge Test Table Top (TTX) Seminar
- d) Contractors Update
- e) Lessons Learned

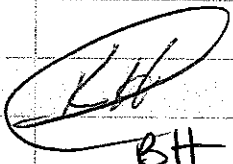



**III. General Comment**

**IV. Adjourn**

Agenda Items	
Welcome and Introductions	<b>Discussion:</b> Mr. Jeff Miller, Chair called the meeting to order at 2:30 P.M. Mr. Shane Comer gave welcome.
December Meeting Minutes	<b>Discussion:</b> Motion to approve December meeting minutes was made by Mr. Scott Norred, Mr. Bruce Sutton second the motion. Recommendation: NA
Redundant Communications Drill	<b>Discussion:</b> Mr. Shane Comer gave a report on December, 2017 redundant communications drill. Noted that there was excellent participation and another drill will be conducted by end of May, 2018. Recommendation: NA
Chair Report	<b>Discussion:</b> Mr. Jeff Miller presented the chair report. A total of \$821.55 was approved for expenditure by the Executive Board. Funding request for the F550 Utility Truck was tabled. Grant spend-down strategy to include: Decontamination Training, Stop the Bleed Program and EMS equipment. MOS will be developed and signed by City of Wichita Falls, Wichita County and Nortex. Recommendation: NA
Coalition Surge Test Seminar	<b>Discussion:</b> Mr. Shane Comer conducted a Coalition Surge Test Seminar. Exercise planning team was developed and to hold its first meeting by the end of February. Recommendation: NA
Contractors Update	<b>Discussion:</b> Ms. Jessica Dupree gave an update on the deliverables that have been completed and submitted for Budget Period 1. Recommendation: Mr. Fernando Tezaguic asked that the Deliverable Schedule be shared with all members. Mr. Shane Comer noted that he would send the schedule out the next day.
Lessons Learned	<b>Discussion:</b> Mr. Jacky Betts and Mr. Fernando Tezaguic discussed the increase in Flu patients/surge capacity and the transfer of patients to other local facilities. Recommendation: Mr. Betts and Mr. Tezaguic both noted the need for the Coalition to develop a Coordination Center that would assist in identifying open beds and transfer of patients.
General Public Comment	<b>Discussion:</b> NA
Adjournment	<b>Discussion:</b> Motion to adjourn by Mr. Mike Beimer, Seconded by Mr. Bruce Sutton. Mr. Jeff Miller adjourned the meeting at 3:45 P.M.

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First	Last	Title	Organization	Initial
Erik	Addy	Director of Homeland Security	Nortex	
Cody	Alexander			
Gretchen	Bates	Account Executive	Intrepid USA	
Tim	Beaman		North Texas State Hospital	
Mike	Beimer		Hardeman County Hospital	<i>MB</i>
Tim	Bergman	Assistant Safety Officer	Faith Community Hospital	<i>MB</i>
Jacky	Betts	Director of Trauma	United Regional	
Lee	Bourgoin	Emergency Management Coordinator	Wichita County OEM	<i>Joseph Betts</i>
Charla	Brown	RN Education Coordinator	Hospice of Wichita Falls	<i>MB</i>
Billy	Carlton	Emergency Management Coordinator	Clay County	
<b>Shane</b>	Comer	Healthcare Coalition Coordinator-NTHCC TSA-C	NCTTRAC	<i>SR</i>
Kathryn	Coverleylager			
Thomas	Dockery	Director of Facilities	Promise Hospital	
Dupree	Jessica	HCC Manager	NCTTRAC	<i>Thomas Dockery</i>
Wes	Edwards		Nacona Hospital	<i>Wes Edwards</i>
Deanna	Elms	LPN	Hospice Plus	
Lenora	Evans	DQRMIR	Promise Hospital	
Kim	Gilbert	Chief Nursing Officer	Electra Memorial Hospital	
Al	Gonzales	PHEP Coordinator	WF WC Public Health District	<i>AG</i>
Diann	Grissom			
Linda	Hall	CEO	Chillicothe Hospital	

First	Last	Title	Organization	Initial
Mark	Hansen	Emergency Management	Sheppard AFB	
Rebecca	Harmel	Director of Operations	Fresenius Kidney Care	BH / BHamaker FA
John	Henderson	Emergency Preparedness Coordinator	City of WF	
Kirk	Higgins			
Kenny	Hoffman	OES Supervisor	AMR	
Brittany	Homaker <del>HAMAKER</del>	Clinical Facility Administrator	Fresenius Kidney Care	BH
Kelley	Hudson	EMS Director	Graham Regional Medical Center	
Jeff	Huskey		Clay County Memorial Hospital	
Jeremy	Kirk	Emergency Management Specialist Lead	PAE	
David	Lee	Emergency Coordinator	Electra Memorial Hospital	
Lance	Liggett	District Coordinator, Field Response	DDC 3	
Ryan	Matthews	EMS Director	Trans Star Ambulance	
Don	McCaskill	Administrator/Owner	LTC	
Susan	McGrath	Emergency Planner	Nortex	
Kelly	McMillion	RN, DON Clay County Hospital		SAM
Paul	McShan	Plant Operations	HealthSouth Rehab	
Jeff	Miller	Safety Officer	Faith Community Hospital	
Leonard	Nauman	Assistant EM Coordinator	Wichita County	
Joanna	Nelms	Chief of Air Medical Services/PH EO	USAF/Sheppard AFB	
Scott	Norred	Safety Officer	Wilbarger General	
Lauren	O'Neal	Trauma Coordinator/ER Manager	Hardeman County Hospital	

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First	Last	Title	Organization	Initial
Robert	Propp	Director of Human Resources	Hospice of Wichita Falls	RHP
Melissa	Purvis	Clinical Manager	Fresenius Kidney Care	
Quentin	Reaves	EMS Director	Faith Community Hospital	
Jim	Redus	Public Health Prep Specialist	WF-WC PHD	JR
Jon	Reese			
Roger	Ritchie	Program Director	Air Evac / NTRAC Chair	RR
Rhonda	Schreiber	Home Health Administrator	Intrepid USA	
Rusty	Sheppard	Safety Training Captain	WFFD	
Terry	Stag		Kell West	
Luther	Stallcup	Supply Manager	Electra Memorial Hospital	LS
M.W.	Stripling	EMS Director	Seymour Hospital	
Bruce	Sutten <i>SUTTON</i>	EMS Director	Hamilton Hospital	B.S.
Kelsey	Tatum			
Fernando	Tezaguic	<i>Safety Officer</i>	United Regional Healthcare System	F.T.
Justin	Tomlin	Director Plant Operations	Red River Hospital	
Ricky	Tow			
Chris	Washington	Regional Prep. Coordinator	Public Health 2/3	
Melissa	Whitelaw	Executive Director	NTRAC	
Krista	Williams	Office Manager	Falls Home Health	
David	Wolf			
Aaron	Wright			



# North Texas Health Care Coalition



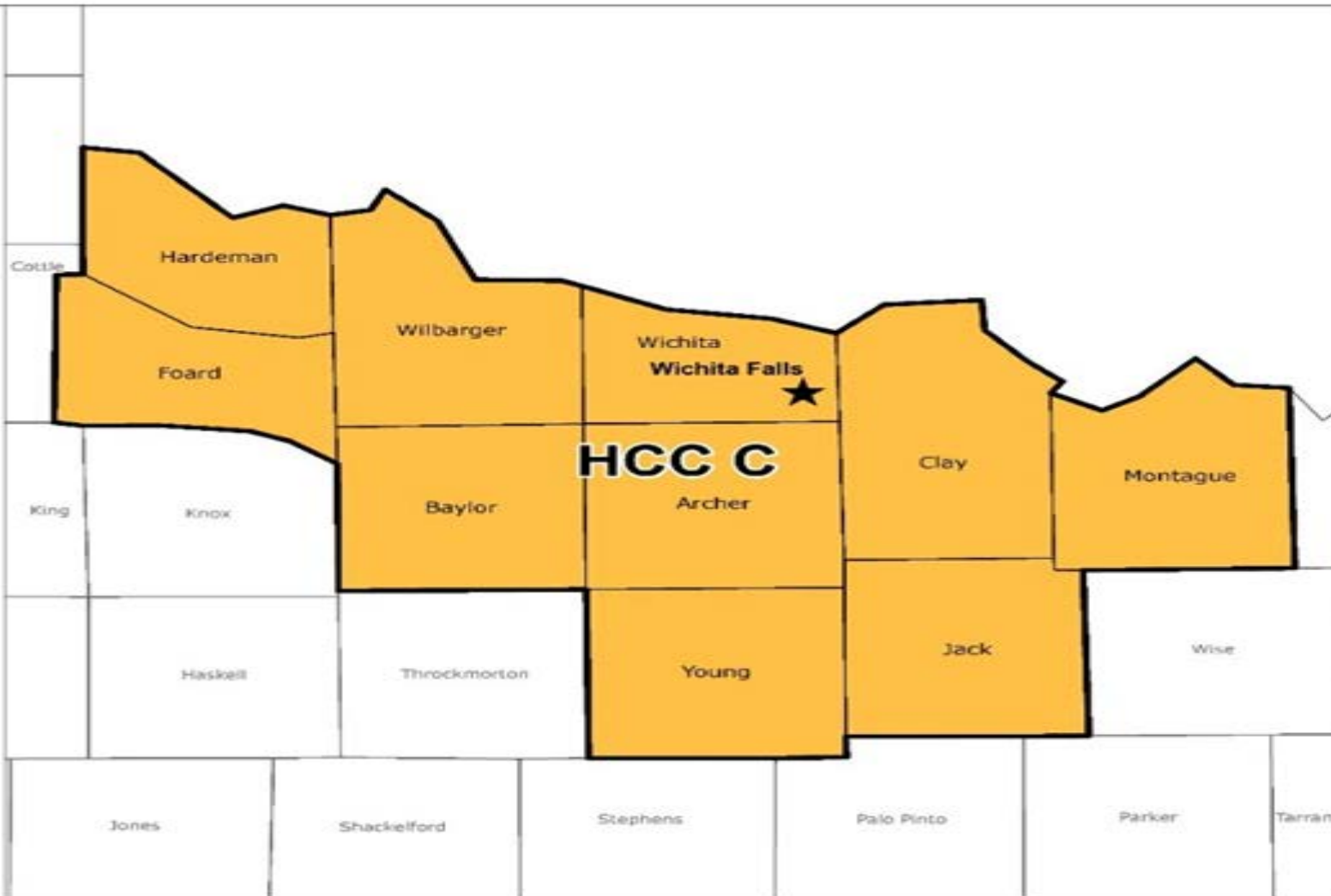
## Health Care Coalition C



Texas Department of State Health Services

0 10 20 40 Miles

Source: Tx DSHS, RLHS, ADavidson June 2017



# North Texas Healthcare Coalition Agenda

- I. Welcome – Call To Order
- II. Old Business
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  - c) Coalition Surge Test Table Top (TTX) Seminar
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- V. Adjourn



# Coalition Surge Test (CST)

- User-Friendly peer assessment low/no-notice exercise
- Used to identify gaps in surge planning
- Conducting the Coalition Surge Test is a Hospital Preparedness Program Requirement

# Medical Surge

- Medical surge describes the ability to provide adequate medical evaluation and care during events that exceed the limits of the normal medical infrastructure of an affected community
- It encompasses the ability to HCO's to survive a hazard impact and maintain or rapidly recover operations that were compromised

# Medical Surge Capacity

- Medical surge capacity refers to the ability to evaluate and care for a markedly ***increased volume*** of patients – one that challenges or exceeds normal operating capacity
- The surge requirements may extend beyond direct patient care

# Medical Surge Capability

- Medical surge capability refers to the ability to manage patients requiring ***unusual*** or very ***specialized*** medical evaluation and care
- Includes patient problems that require special intervention to protect:
  - Medical providers
  - Other Patients
  - Integrity of the HCO

# Coalition Surge Test Overview

- Simulated evacuation of at least 20 percent of the Coalitions acute-care bed capacity or other patient care facilities (Bed Capacity TBD)
- Will test Coalitions ability to work in a coordinated fashion to find appropriate destinations for patients when evacuated
- Up to three patient care facilities can be used in the simulated evacuation

# Phase 1 & 2 of CST

- Phase 1: Table Top Exercise with Functional Elements and Facilitated Discussion (180-210 minutes)
- Phase 2: After Action Review to be conducted as soon as possible after Phase 1 (30-45 minutes)

# Resources Required

The exercise requires the following players, peer assessors, and resources:

<b>Players</b>	<b>Peer Assessors</b>
<ul style="list-style-type: none"><li>• Minimal complement of command staff at each evacuating facility</li><li>• One senior staff member at each facility receiving simulated patients</li><li>• EMS/patient transport staff</li></ul>	<ul style="list-style-type: none"><li>• A LEAD assessor in the regional coordination center or other appropriate location</li><li>• An EVAC assessor at each evacuating facility</li><li>• A Trusted Insider who serves as an internal point of contact for the coalition</li></ul>

# Resources Required

The exercise requires the following players, peer assessors, and resources:

- Laptop computers for each LEAD & EVAC
- Physical space for facilitated discussion
- Preparation checklist for Trusted Insider
- LEAD & EVAC Excel tools



# LEAD & EVAC EXCEL TOOLS

- LEAD & EVAC TOOLS (See Excel)

# Exercise Objective

- Assess how well healthcare coalition members work together to respond to a sudden health care crisis
- Test coalition's functional surge capacity
- Identify gaps in surge planning

# Capabilities Tested

- Emergency operations coordination
- Information sharing
- Medical surge capacity
- Ability to evacuate facility & its Coalition partners to rapidly shift into disaster mode
- Evacuating facility knows whom to contact upon evacuation
- Communicate and coordinate quickly
- Ability to perform task with existing on-site staff without excessive guidance or prompting

# Role of Exercise

- Coalition will follow HSEEP fundamental principles & exercise methodologies
- Well designed exercise provides a low-risk environment to:
  - Test capabilities
  - Familiarize personnel with roles and responsibilities
  - Foster meaningful interaction & communication across organizations

# Time-Table

- Conduct Seminar
  - February 1, 2018
- Assemble Planning & Execution Team
  - February 1, 2018
- Conduct Workshop
  - March 21, 2018
- Conduct Table Top Exercise
  - April 25, 2018



Presented

By

Shane P. Comer

HCC Coordinator

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